

Chilton, Wisconsin
November 3, 2020

The regular meeting of the Chilton Common Council held in the council chambers at the city hall was called to order at 6:30 p.m. with Mayor Thomas J. Reinl presiding.

ROLL CALL:

Mayor Thomas J. Reinl and Council members Ron Gruett, Clayton Thornber, Andrew Deehr, Joe Schoenborn, Peggy Loose, Mike Goebel and Kathy Schmitzer were present at roll call. Absent was Jon Kragh.

Other city officials present were Administrator David DeTroye, Director of Public Works Chris Marx, Chief of Police Craig Plehn and City Attorney Derek McDermott. Also, in attendance, Betty Schilling - Chilton Journal, Rick Jaeckels and David Kohls – Delta Publications (virtually).

Those in attendance recited the Pledge of Allegiance.

Moved by Schmitzer, seconded by Gruett, and carried to approve the minutes of the council meeting held on October 20, 2020.

REPORT OF OFFICERS:

MAYOR: - Thomas Reinl

- Mayor Reinl presented no updates regarding COVID-19.
- Mayor Reinl explained the 2021 Budget timeline and changes made to better facilitate council approval and oversight.
- The mayor was contacted by Henry Veleker (Interim Manager-Integrated Public Resources) to discuss the progress of Administration since hiring.
- Fire Department Grant update. Chilton Fire Department did not receive the FEMA grant for breathing apparatus, and discussion will ensue at the Public Safety Committee on how to fund the apparatus.
- EMR (First Responder Program) received state approval and will be starting soon.
- CARES ACT deadline is November 6. Chromebook purchases for council use will be discussed later in the meeting for approval.
- Mayor Reinl offered his praise to the clerks and election workers for their hard work. He made a special comment regarding Cambria Deehr (daughter of Andrew Deehr) and how she was still in High School and asked to be a part of the polling process.
 - Mayor Reinl cited specifically how the election workers have gone out of their way to assist voters including curb-side services for COVID sick residents.
 - Ballot opener was not utilized as it was damaging ballots.
- Mayor Reinl will be looking into options to realign the meeting schedules after the new year. This may include looking into a Committee of the Whole format. The mayor is still investigating the matter but will not make changes prior to new commissions formed after the April 2021 elections.

CITY ADMINISTRATOR: - David DeTroye

- Discussion of two forms that will be used later in the meeting/closed session.

- The first is the revised budget preparation outline. The reason for the revision is to give council a thorough review of the budget (November 17) and ample time for administration to make changes if needed prior to the public hearing which is set for (December 1).
 - In review of the dates in which the city is to receive tax and assessment information from the County & State, it would have been a rush to get the budget approved on November 17.
- Second form represents the percentage of wage splits for Administration. It is important to note that a significant amount of salary is generated from water and sewer and TID districts.
- Preliminary auditing with Hawkins Ash starts next week. They will collect initial information to begin the yearly review.
- November 11, 5pm is the first meeting to start the process of the Lake Chilton Management plan. The sub-committee has 8 members from wards through-out the city.

FINANCIAL REPORT: Mayor Reinl clarified the extra funds in TID#6 & TID#8 as the recent receipt of loan proceeds for future development and incentives for developers.

Moved by Thornber seconded by Loose to approve the city financials.

Voice vote: 7 – 0 motion carried

OPERATOR LICENSE: Michael Heitmann – Approved by Police Department

Moved by Deehr seconded by Schoenborn to approve licenses.

Voice vote: 7 – 0 motion carried

DIRECTOR OF PUBLIC WORKS – Chris Marx

- RLTC – TID#6 water and sewer utilities are being installed this week and they are expected to be finished by midweek next week. In need of fill to complete. The steel components of the building (17 Trucks) will also be delivered early next week.
- M-B Expansion is also moving along. Walls are being constructed in the production area. Water and sewer tie-in scheduled for next week. Storm-water pond is constructed, and the parking lot is at rough grade.
- Uptown Commons mural park project with concrete pads and shelters is potentially scheduled for next week with weather pending. The metal shelters are being delivered next week and Public Works crews may be able to get the concrete work done prior to cold weather. This project funded by Bechlem Fund.
- Municipal leaf collection continues and will through Thanksgiving with good weather.
- DPW Marx will be on vacation the week of the 15th which includes the next scheduled Council meeting.
- Christmas is coming soon, so the public works crews are planning for the annual decorations.
- Water Department Reservoir inspection is complete. There was a brine tank failure in the process. Parts are ordered to remedy and a report on the pricing will be forthcoming.
- Public works was able to clean two lift stations this week.

- Two public works employees utilized the fire department meeting room for continuing education certification and training.

Council member Schoenborn questioned the safety of leaf collection and how the crew stands on the back of the tractor during transport. DPW Marx explained that this is the current practice. While not the safest, it is current protocol for the operation. Public works has a budget line item up for approval that will fund ½ of the cost of a new leaf vacuum in 2021 and the remaining balance in 2022. This new apparatus will be safer for the employees.

AUDIENCE PARTICIPATION: None

NEW BUSINESS: Administrator DeTroye described the reasoning for Ordinance 1173. Simply part of the annexation process as required by the Wisconsin Department of Administration and will also be a tool for the TID#6 Amendment and Project Plan. Attorney McDermott clarified all the required steps in the process and described this ordinance as routine.

Visitor Rick Jaeckels questioned the residency of the current home on the parcel and if the City will allow the homeowner to remain. Mayor Reinl clarified that the current owner does not intend to stay.

Motion by Thornber, second by Goebel to approve Ordinance 1173 – Annexing the territory of Patricia Geiser from the Town of Charlestown, Calumet County.

Roll Call vote: 7 - 0 motion carried.

Gruett – aye	Schoenborn – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	

CLOSED SESSION:

Motion by Schmitzer, seconded by Thornber at 6:46pm to go into closed session under WI Statutes 19.85 (1) (c)) to Review 2021 Wages and Benefits for City Employees and considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Roll Call vote: 7 - 0 motion carried.

Gruett – aye	Schoenborn – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	

Motion by Thornber, seconded by Schmitzer at 7:31pm to return to open session.

Roll Call vote: 7 - 0 motion carried.

Gruett – aye	Schoenborn – aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	

COMMITTEE REPORTS:

General Government – Chairman Thornber offered a general overview of the minutes from the 10/28/2020 General Government meeting. Discussion ensued on the purchase of HP Chromebooks for City Council use. Mayor Reinl and Thornber both commented on the efficiency and time and financial savings. Pros and Cons of the apparatus was discussed. Many of the council members expressed that this is a move in the right direction for staff and council. Motion by Goebel, seconded by Schmitzer to approve the purchase of HP Chromebooks from Amazon for \$1,744.00 and Set-up Contract from Heartland Business Systems for \$540.00 totaling \$2,284.00 with the understanding the purchase is to be potentially reimbursed by the

CARES ACT funding.

Roll Call vote: 7 - 0 motion carried.

Gruett – aye	Schoenborn– aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	

Motion by Schmitzer, seconded by Thornber to approve the 2021 WPS Health Insurance Proposal from McClone for all Full-time employees utilizing deductibles set at \$4500/\$9000 for respective classes with 15% employee contribution and an increase of HSA accounts to \$1,425 for single users and \$2,850 for limited family and family plan users.

Roll Call vote: 7 - 0 motion carried.

Gruett – aye	Schoenborn– aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	

Motion by Deehr, seconded by Gruett to approve the agreement between the City of Chilton and The Chilton Professional Police Association Local #471 and the Wisconsin Professional Police Association with dates effective 1/1/2021 – 12/31/2024.

Roll Call vote: 7 - 0 motion carried.

Gruett – aye	Schoenborn– aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	

Motion by Schmitzer, seconded by Schoenborn to approve Resolution 1841 – Fixing salaries for employees other than city officials.

Roll Call vote: 7 - 0 motion carried.

Gruett – aye	Schoenborn– aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	

Motion by Deehr, seconded by Goebel to approve Resolution 1842 – Establishing benefits for Department of Public Works Employees.

Roll Call vote: 7 - 0 motion carried.

Gruett – aye	Schoenborn– aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	

Motion by Gruett, seconded Loose to approve Resolution 1843 – Establishing salaries for City of Chilton Fire Department.

Roll Call vote: 7 - 0 motion carried.

Gruett – aye	Schoenborn– aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	

Motion by Goebel, seconded by Loose to approve Ordinance 1174 – Establishing salaries for city officials.

Roll Call vote: 7 - 0 motion carried.

Gruett – aye	Schoenborn– aye	Loose – aye	Thornber – aye
Schmitzer – aye	Goebel – aye	Deehr – aye	

Motion by Deehr, seconded by Schmitzer to approve Ordinance 1175 - establishing salary and benefits for the Chief of Police with adjustment of the clothing allowance to an annual stipend of \$650.00.

Roll Call vote: 7 - 0 motion carried.

Gruett – aye

Schoenborn– aye

Loose – aye

Thornber – aye

Schmitzer – aye

Goebel – aye

Deehr – aye

Motion by Deehr, seconded by Schoenborn to approve Ordinance 1176 - establishing salary and benefits for the Police Captain with adjustment of the clothing allowance to an annual stipend of \$650.00.

Roll Call vote: 7 - 0 motion carried.

Gruett – aye

Schoenborn– aye

Loose – aye

Thornber – aye

Schmitzer – aye

Goebel – aye

Deehr – aye

COMMUNICATION:

Council member Thornber offered his appreciation on the approval of the budget and special recognition to allowing office staff to have the ability to move up in pay grade.

Mayor Reindl announced that the monthly building permit and staff reports were included in the packet. Mayor Reindl also announce his surgery is tentatively set for December 4, 2020. Council member Schmitzer would oversee the council in his absence.

PAYMENT OF BILLS: Motion by Thornber, seconded by Schmitzer to pay all bills.

Roll Call vote: 7 - 0 motion carried.

Gruett – aye

Schoenborn– aye

Loose – aye

Thornber – aye

Schmitzer – aye

Goebel – aye

Deehr – aye

ADJOURNMENT: Motion by Deehr, seconded by Loose to adjourn at 7:47 P.M.

Voice vote: 7 – 0 motion carried

David DeTroye

City Administrator/Clerk/Treasurer